

Local Medical Examiner and Per Diem Medicolegal Death Investigator Business Card Order Form

The Office of the Chief Medical Examiner would like to offer the option for you to purchase official OCME/VDH business cards. The fee for 250 cards is \$16.00.

The business card will have your title (Local Medical Examiner or Per Diem Medicolegal Death Investigator) and your district office information (address and main phone number). Please fill in the fields listed below with the information you'd also like on your business card. The information that you list below will be the only information put on the business cards.

Information on Business Card:

| | |
|-------------------------|--|
| Name: | |
| Professional Suffix: | |
| Cell: | |
| Home: | |
| Office: | |
| Fax: | |
| E-mail: | |

Ship to Address for cards (will be mailed USPS):

Street Address/PO Box

City/State/Zip code

Payment: Make the check or money order out to the **Treasurer of Virginia.**

Please send payment and order form to the following:

Keshia Singleton
400 E. Jackson St.
Richmond, VA 23219

Questions?: Contact Keshia Singleton, keshia.singleton@vdh.virginia.gov or (804) 786-1032

*** Business cards will not be ordered until payment is received. ***

*** Please allow for 2-3 weeks for processing. ***

OCME OFFICE USE ONLY

Date Received Request

Date Ordered

Order Number

Date Shipped